

PHA Plans

Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Housing Authority of the County of Santa Barbara

PHA Number: CA021

PHA Fiscal Year Beginning: (mm/yyyy)01/2001

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☒ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☒ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- X The PHA's mission is: The Housing Authority of the County of Santa Barbara's mission is to provide good quality housing for low-income households in environments supporting economic opportunity and independence.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- X PHA Goal: Expand the supply of assisted housing
- Objectives:
- ☐ Apply for additional rental vouchers:
- ☐ Reduce public housing vacancies:
- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- X Other (list below): Increase housing choices for families and individuals.

Progress Statement: The PHA acquired 68 units on October 2, 2000 for rental to low-income households in south Santa Barbara County, the highest cost area in the county. The PHA received an incremental allocation of 247 tenant-based Section 8 vouchers from HUD in FY 2000.

- X PHA Goal: Improve the quality of assisted housing
Objectives:
- ☐ Improve public housing management: (PHAS score)
 - ☐ Improve voucher management: (SEMAP score)
 - ☐ Increase customer satisfaction:
 - ☐ Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - ☐ Renovate or modernize public housing units:
 - ☐ Demolish or dispose of obsolete public housing:
 - ☐ Provide replacement public housing:
 - ☐ Provide replacement vouchers:
 - X Other: (list below): Maintain safe, decent, sanitary units and improve
quality of life for residents in public housing developments.

Progress Statement: The PHA is successfully implementing a Capital Improvement Plan, which includes agency-wide and project-specific management and physical improvements. The PHA is successfully implementing a Drug Elimination Program. The PHA is a FY 2000 high performing PHA.

- X PHA Goal: Increase assisted housing choices
Objectives:
- ☐ Provide voucher mobility counseling:
 - ☐ Conduct outreach efforts to potential voucher landlords
 - ☐ Increase voucher payment standards
 - ☐ Implement voucher homeownership program:
 - ☐ Implement public housing or other homeownership programs:
 - ☐ Implement public housing site-based waiting lists:
 - ☐ Convert public housing to vouchers:
 - X Other: (list below): Balance service delivery in all housing market areas.

Progress Statement: The PHA acquired 68 units on October 2, 2000 for rental to low income households in south Santa Barbara County, the highest housing cost area in the county. The PHA received HUD approval for exception rents in the Section 8 tenant based program for use in south Santa Barbara County. The PHA received an incremental allocation of 247 tenant-based Section 8 vouchers from HUD.

HUD Strategic Goal: Improve community quality of life and economic vitality

- X PHA Goal: Provide an improved living environment
Objectives:
- ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

- ☐ Implement public housing security improvements:
- ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- X Other: (list below): Maintain safe, decent, sanitary units and improve quality of life for residents living in public housing developments.

Progress Statement: The PHA is successfully implementing a Capital Improvement Plan, which includes agency-wide and project-specific management and physical improvements. The PHA is successfully implementing a Drug Elimination Program. The PHA is a FY 1999 high performing PHA.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- ☐ PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
 - ☐ Increase the number and percentage of employed persons in assisted families:
 - ☐ Provide or attract supportive services to improve assistance recipients' employability:
 - ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - X Other: (list below): Create additional economic independence opportunities for families and individuals.

Progress Statement: The PHA is in the process of preparing a Memorandum of Agreement with the local TANF agency. Several public housing and Section 8 participants became self-sufficient and either vacated public housing or terminated their rental assistance.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- X PHA Goal: Ensure equal opportunity and affirmatively further fair housing
- Objectives:
 - ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - X Other: (list below): Promote equal housing opportunities.

Progress Statement: The PHA annually provides education and outreach sessions to property owners and managing agents. The PHA provides continuing education to staff to ensure compliance with affirmative fair housing policies.

Other PHA Goals and Objectives: (list below)

Deter and eliminate program fraud.

Progress Statement: The percentage of Public Housing households reported for fraud and substantiated is less than 1% of total Public Housing households. The percentage of Section 8 households reported for fraud and substantiated is less than 1% of total Section 8 households. The percentage of Section 8 owners reported for fraud and substantiated is less than 1% of total Section 8 owners. The PHA recaptures HAP overpayments due to program fraud. The PHA provides on-going staff training and conducts regular performance reviews of staff.

Annual PHA Plan
PHA Fiscal Year 2001
[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

☐ **Standard Plan**

Streamlined Plan:

- X **High Performing PHA**
☐ **Small Agency (<250 Public Housing Units)**
☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

See pages 3 and 4.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan including attachments, and a list of supporting documents available for public inspection

Table of Contents

Page #

Annual Plan

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- ii. Table of Contents
 - 1. Housing Needs
 - 2. Financial Resources
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 - 8. Demolition and Disposition
 - 9. Designation of Housing
 - 10. Conversions of Public Housing
 - 11. Homeownership
 - 12. Community Service Programs

13. Crime and Safety
14. Pets (Inactive for January 1 PHAs)
15. Civil Rights Certifications (included with PHA Plan Certifications)
16. Audit
17. Asset Management
18. Other Information

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- A+D Admissions Policy for Deconcentration(**ca021a02 and ca021d02**)
- B FY 2000 Capital Fund Program Annual Statement (**ca021b02**)
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- C PHA Management Organizational Chart(**ca021c02**)
- B FY 2001 Capital Fund Program 5 Year Action Plan(**ca021b02**)
- E Public Housing Drug Elimination Program (PHDEP) Plan(**ca021e02**)
- ☐ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- X Other (List below, providing each attachment name)
- F Five-Year Plan Progress
- G Resident Membership of the PHA Governing Board
- H Resident Advisory Board Membership
- I Minimum Rent Exemption Policies
- J Substantial Deviation Definition
- K Public Housing Waiting List Information

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair	Annual Plan: Housing Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Housing Choice (AI))) and any additional backup data to support statement of housing needs in the jurisdiction	
	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies X check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	9,718	5	5	5	2	5	5
Income >30% but <=50% of AMI	8,110	5	5	5	2	5	5
Income >50% but <80% of AMI	9,771	4	5	3	1	4	5
Elderly	3,440	4	5	3	4	2	3
Families with Disabilities	1,500	5	5	4	5	4	5
Hispanic	10,500	5	5	5	2	5	5
Race/Ethnicity							
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s
Indicate year: 1995-2000
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data
Indicate year:
- ☐ Other housing market study
Indicate year:
- ☐ Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance <input type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	413		
Extremely low income <=30% AMI	284	69%	
Very low income (>30% but <=50% AMI)	129	31%	
Low income (>50% but <80% AMI)	0	0	
Families with children	279	68%	
Elderly families	41	10%	
Families with Disabilities	21	5%	
White / Non-Hispanic	106	26%	
White / Hispanic	253	61%	
Black	31	7%	
American Native	13	3%	
Asian	10	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			

Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? Two (since 11/17/00)

Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☒ Yes

SEE ATTACHMENT K - PUBLIC HOUSING WAITING LIST INFORMATION

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☒ Reduce turnover time for vacated public housing units
- ☒ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☒ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☒ Pursue housing resources other than public housing or Section 8 tenantbased assistance.
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- ☒ Seek designation of public housing for the elderly according to need and where the law allows.
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☐ Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- X Seek designation of public housing for families with disabilities according to need and where the law allows.
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- X Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- X Affirmatively market to local non-profit agencies that assist families with disabilities
- ☐ Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- X Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- X Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- X Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☐ Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- X Funding constraints
- X Staffing constraints
- X Limited availability of sites for assisted housing
- X Extent to which particular housing needs are met by other organizations in the community
- X Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- X Influence of the housing market on PHA programs
- X Community priorities regarding housing assistance
- X Results of consultation with local or state government

- X Results of consultation with residents and the Resident Advisory Board
- X Results of consultation with advocacy groups
- ☐ Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	800,000	
b) Public Housing Capital Fund	1,272,500	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	18,225,000	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	122,900	
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
3. Public Housing Dwelling Rental Income	1,600,000	PH Operations
4. Other income (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
Interest/Investments	42,000	PH Operations
4. Non-federal sources (list below)		
Total resources	22,062,400	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☒ When families are within a certain number of being offered a unit: (state number) Five (5).
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☐ Other (describe)

c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list
(select all that apply)

- ☐ Community-wide list
- ☒ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☒ PHA development site management office
- ☐ Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection**(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site based waiting list plan)?
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☒ One
- ☐ Two
- ☐ Three or More

b. X Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

X Emergencies

X Overhoused

X Underhoused

X Medical justification

X Administrative reasons determined by the PHA (e.g., to permit modernization work)

☐ Resident choice: (state circumstances below)

☐ Other: (list below)

c. Preferences

1. X Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

X Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

☐ Victims of domestic violence

☐ Substandard housing

☐ Homelessness

☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

X Working families and those unable to work because of age or disability

- X Veterans and veterans' families
- X Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 4 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- 3 Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- X The PHA-resident lease
- X The PHA's Admissions and (Continued) Occupancy policy
- X PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- X At an annual reexamination and lease renewal
- X Any time family composition changes
- X At family request for revision
- ☐ Other (list)

(6) Deconcentration and Income Mixing

a. X Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. X Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site based waiting lists
If selected, list targeted developments below:
- X Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
CA021-002, CA021-003 and CA021-005
- ☐ Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. X Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- X Additional affirmative marketing
- X Actions to improve the marketability of certain developments
- X Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- X Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete subcomponent 3B. Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- X More general screening than criminal and drug-related activity (list factors below)
- ☐ Other (list below)

b. ☐ Yes X No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

- c. ☐ Yes X No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes X No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- X Criminal or drug-related activity
- X Other (describe below) Rent Payment History/Housekeeping/Damages

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- X None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- X PHA main administrative office
- X Other (list below): All site management offices.

(3) Search Time

- a. X Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below: Documented "shopping list", indicating refusal by contacted landlords and/or higher rents than accepted.

(4) Admissions Preferences

- a. Income targeting
- ☐ Yes X No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?
- b. Preferences
1. X Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of

application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☒ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☒ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 4 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability

- 3 Veterans and veterans' families
- ☐ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- X Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- X This preference has previously been reviewed and approved by HUD
- ☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers
- X Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- X The Section 8 Administrative Plan
- X Briefing sessions and written materials
- ☐ Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- X Through published notices
- ☐ Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- X The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
X \$1-\$25
☐ \$26-\$50

2. X Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below: **See Attachment ca021i02**

c. Rents set at less than 30% than adjusted income

1. ☐ Yes X No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

- d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- ☐ For the earned income of a previously unemployed household member
☐ For increases in earned income
☐ Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:

- ☐ For household heads
☐ For other family members
☐ For transportation expenses
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families
☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- X Yes for all developments
☐ Yes but only for some developments
☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- X For all developments
☐ For all general occupancy developments (not elderly or disabled or elderly only)
☐ For specified general occupancy developments
☐ For certain parts of developments; e.g., the high-rise portion
☐ For certain size units; e.g., larger bedroom sizes
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- X Market comparability study
- X Fair market rents (FMR)
- ☐ 95th percentile rents
- ☐ 75 percent of operating costs
- X 100 percent of operating costs for general occupancy (family) developments
- X Operating costs plus debt service
- X The "rental value" of the unit
- ☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
 - ☐ Never
 - ☐ At family option
 - X Any time the family experiences an income increase
 - ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - ☐ Other (list below)

- g. ☐ Yes X No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
 - X The section 8 rent reasonableness study of comparable housing
 - X Survey of rents listed in local newspaper
 - X Survey of similar unassisted units in the neighborhood
 - ☐ Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenantbased assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- X 100% of FMR
- ☐ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- X Annually
- X Other (list below): More often if changes in rental market prices are noted.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- X Success rates of assisted families
- X Rent burdens of assisted families
- ☐ Other (list below)

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
☒ \$1-\$25
☐ \$26-\$50

b. ☒ Yes ☐ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

See Attachment ca021i02

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached. **Attachment ca021c02**
- ☐ A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list		

individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. ☐ Yes ☐ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☐ PHA main administrative office
☐ PHA development management offices
☐ Other (list below)

B. Section 8 Tenant-Based Assistance

1. ☐ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☐ PHA main administrative office
☐ Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure longterm physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- X The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

Attachment B (ca021b02)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. X Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

- b. If yes to question a, select one:

☐ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name

-or-

X The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

Attachment B

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes X No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes X No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

☐ Yes X No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?

If yes, list developments or activities below:

☐ Yes X No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes X No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below

Designation of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD
FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent	

- ☐ Requirements no longer applicable: site now has less than 300 units
☐ Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

**Public Housing Homeownership Activity Description
(Complete one for each development affected)**

- 1a. Development name:
 1b. Development (project) number:

2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. ☐ Yes X No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☐ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☐ 25 or fewer participants
☐ 26 - 50 participants
☐ 51 to 100 participants
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- ☐ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☐ Client referrals
- ☐ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☐ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☐ Jointly administer programs
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA

- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

- b. ☐ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
 - ☐ Informing residents of new policy on admission and reexamination
 - ☐ Actively notifying residents of new policy at times in addition to admission and reexamination.
 - ☐ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
 - ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
 - ☐ Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)
- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
 - ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
 - ☐ Residents fearful for their safety and/or the safety of their children
 - ☐ Observed lower-level crime, vandalism and/or graffiti

- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☐ Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☐ Resident reports
- ☐ PHA employee reports
- ☐ Police reports
- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan

- ☐ Police provide crime data to housing authority staff for analysis and action
 - ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
 - ☐ Police regularly testify in and otherwise support eviction cases
 - ☐ Police regularly meet with the PHA management and residents
 - ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
 - ☐ Other activities (list below)
2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- X Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- X Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- X Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: ca021e02)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. X Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. X Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes X No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain?_____
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☐ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
☐ Not applicable
☐ Private management
☐ Development-based accounting
☐ Comprehensive stock assessment
☐ Other: (list below)
3. ☐ Yes ☐ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. X Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
☐ Attached at Attachment (File name)
X Provided below:
The RAB recommended that Plan changes be made to page 8, "Strategy 1: Target available assistance to Families with Disabilities", to provide for designation of housing for the elderly and Families with Disabilities according to need and where the law allows. The PHA made those plan changes
3. In what manner did the PHA address those comments? (select all that apply)
☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
X The PHA changed portions of the PHA Plan in response to comments
List changes below:

☐ Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. X Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here): Santa Barbara County–HOME Consortium, City of Lompoc and City of Santa Maria.
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- X The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- X The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- X The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- X Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

HOME Consortium established and maintained to provide HOME entitlement funds.

CDBG grants obtained through State competitive process for county housing rehabilitation loan programs.

CDBG funds from entitlement cities are available for affordable housing through competitive NOFA process.

CDBG, HOME and local funds are available through countywide competitive NOFA process. Top priority is to use those funds to leverage other funds toward increasing supply of affordable rental housing. This is accomplished both by new construction, acquisition and rehabilitation.

Stated funding priorities and commitments include:

- 1) Large family rental housing
- 2) Homeowner rehabilitation loan programs
- 3) Special needs housing
- 4) Rental housing for the elderly
- 5) Opportunities for homeownership
- 6) Acquisition of rental units "at risk" of conversion to market rate

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

Ca021a02 – Admissions Policy for De-concentration (Public Housing)

Ca021b02 – Capital Fund Annual Statement & Five-Year Action Plan

Ca021c02 – Organizational Chart

Ca021d02 – Admissions Policy for De-concentration (Section 8)

Ca021e02 – PHDEP Plan

Ca021f02 – Five-Year Plan Progress

Ca021g02 – Resident Membership of the PHA Governing Board

Ca021h02 – Resident Advisory Board Membership

Ca021i02 - Minimum Rent Exemption Policies

Ca021j02 – Substantial Deviation Definition

Ca021k02 – Public Housing Waiting List Information

Ca021l02 - Public Comments and Housing Authority Responses

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement Capital Fund Program (CFP) Part I Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

☐ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2-19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Total estimated cost over next 5 years			

Optional Public Housing Asset Management Table

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management						
Development Classification	Activity Description					
	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home- ownership <i>Component 11a</i>

ATTACHMENT A (ca021a02)
Public Housing Statement of Policies

SECTION IV

TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

In keeping with the geographical nature of the County and consistent with Title VI of the Civil Rights Act of 1964, the Housing Authority of the County of Santa Barbara will divide Santa Barbara into three areas, each with its own waiting list for the LowIncome Public Housing Program. This Tenant Selection and Assignment Plan (TSAP) outlines the procedures by which applicants will receive one offer of housing instead of three.

1. OFFER OF HOUSING

An applicant may decline an offer of housing if good cause is cited. In such cases where good cause is determined, another unit may be offered. Pursuant to HUD's Public Housing Occupancy Handbook, good cause may be:

- a. The unit is not of the proper size and type and the applicant would be able to reside there only temporarily.
- b. The unit contains lead-based paint and accepting the offer could result in subjecting the applicant's children under seven years of age to leadbased paint poisoning.
- c. The applicant is unable to move at the time of the offer and presents clear evidence which substantiates this to the Authority's satisfaction. Examples:
 - i.) A doctor verifies that the applicant has just undergone major surgery and needs a period to recuperate;
 - ii.) A court verifies that the applicant is serving on a jury which has been sequestered.
- d. Accepting the offer would result in undue hardship to the applicant not related to consideration of race, color, national origin, or language, such as making employment or daycare facilities inaccessible and the applicant presents clear evidence which substantiates this to the Authority's satisfaction.

SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)**Page 2****2. SUB-AREAS OF SANTA BARBARA COUNTY**

Santa Barbara County will consist of three localities. Applicants have the right to enroll on any and all lists, but they will be placed on the bottom of all lists if they refuse an offer without good cause. The three localities, size, and type of housing units available in each area office address are as follows:

AREA 1: GOLETA

(cities/communities include Carpinteria, Summerland, Montecito, Santa Barbara, Goleta, Isla Vista, UCSB, and Gaviota)

Area Office: 5575 Armitos Avenue, Goleta

Size, Number, and Type of housing units:

1 Bdrm.	44 Units	(family)
2 Bdrm.	39 Units	(family)
3 Bdrm.	1 Unit	(family)

Total Number of units in Area 1: 84

AREA 2: LOMPOC

(cities/communities include Santa Ynez, Solvang, Buellton, Lompoc, Mission Hills, Vandenberg Village, and Los Alamos)

Area Office: 917 West Ocean Avenue, Lompoc

Size, Number, and Type of housing units:

1 Bdrm.	64 Units	(elderly)
1 Bdrm.	12 Units	(family)
2 Bdrm.	4 Units	(elderly)
2 Bdrm.	56 Units	(family)
3 Bdrm.	74 Units	(family)
4 Bdrm.	10 Units	(family)

Total Number of units in Area 2: 220

SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

Page 3

AREA 3: SANTA MARIA

(cities/communities include Guadalupe, Orcutt, and Santa Maria)

Area Office: 200 West Williams, Santa Maria

Size, Number, and Type of housing units:

1 Bdrm.	4 Units	(elderly)
1 Bdrm.	34 Units	(family)
2 Bdrm.	66 Units	(family)
3 Bdrm.	88 Units	(family)
4 Bdrm.	40 Units	(family)

Total Number of units in Area 3: 232

3. METHOD OF ADMINISTERING THE APPLICATION PROCESS AND THE WAITING LIST

Pursuant to the CFRs and HUD Handbooks, eligible applicants will be assigned dwelling units in accordance with the Public Housing Occupancy Policy of the Housing Authority of the County of Santa Barbara.

a. Assignment of Accessible Units

The PHA will ensure that information regarding the availability of accessible units reaches eligible individuals with handicaps, the following additional procedures will be followed:

1. Eligible individuals with handicaps will be informed of the availability of accessible units and appropriate steps will be taken to tenant those units with eligible individuals whose disabilities require the accessibility features of the units. When an accessible unit becomes vacant, the PHA, before offering such a unit to a non-handicapped applicant, will offer that unit in the following order:

a. FIRST, to a PHA tenant family currently occupying a unit in the same project as the vacant accessible unit, or occupying a unit in a comparable project under the Authority's control, that has a

family member with a handicap requiring the accessibility features of the vacant unit and that currently occupies a unit not having those features.

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(Rev. 01/95)

SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

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- b. SECOND, to an eligible qualified applicant family on the PHA's waiting list that has a family member with a handicap requiring the accessibility features of the vacant unit.
 - c. THIRD, to an eligible qualified person or family having a handicap requiring the accessibility features of the vacant unit who applies as the result of notification by the PHA to a community organization serving the handicapped that an accessible unit is available.
 - d. FOURTH, to an applicant not having handicaps requiring the accessibility features of the unit. When offering the unit to an applicant not requiring the accessibility features, The PHA will require the applicant to agree to move to a non-accessible unit, when available, at such time when a qualified person who needs the accessibility features applies. The PHA will incorporate this provision into the leases of all occupants of accessible units.
4. Families who are determined to be eligible for housing assistance, will be selected from an area waiting list based upon the date and time of initial application and any Local Preferences claimed.

The order of admission from the waiting list will be based upon family size and on the unit size for which the family qualifies, in addition to their position on the waiting list.

- A. Selection among Local Preference Holders will be made in the following order:

FIRST

County Residents. County Residency status will be given to an applicant who resides and receives their mail in Santa Barbara County, or who works in or who has been notified that they have been hired who work in Santa Barbara County. No preference will be given based upon an applicant's residency in any part of the area served by the PHA.

SECOND **Working Families.** Working Family status will be given to an applicant whose head or co-head of household is employed (greater weight will not be given to an applicant based upon the amount of employment income); or, the head and spouse, or sole member, are age 62 or older, or receiving social security disability or supplemental security income disability benefits, or any other payments based upon an individual's disability; or, graduates of, as well as active participants in, educational and training programs that are designed to prepare individuals for a specific market career.

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THIRD **Veterans.** Veteran status will be given to applicants who have been enlisted or who are currently serving in active duty in the United States Armed Forces for a minimum of six (6) continuous months, and if separated from military service, received an Honorable Discharge.

Applicants are eligible for any combination of Local Preferences. The more Preferences held by an applicant, the higher their placement on the waiting list(s).

- B.** Applicants who qualify for any of the identified Local Preferences, and who are Displaced by a Disaster and/or by Government Action, will be assisted ahead of other eligible applicants on the waiting list.

NOTE: All Local and Ranking Preferences will be verified by PHA staff based upon criteria and certifications predetermined by the PHA.

5. **PUBLIC HOUSING DECONCENTRATION OF POVERTY AND INCOME TARGETING PLAN**

It is the Housing Authority's policy that each applicant shall have the option of being assigned an appropriate place on the waiting list for any of the three sub-area localities within the Authority's jurisdiction, Santa Barbara County, as follows:

GOLETA
LOMPOC
SANTA MARIA

Applicants will be listed in sequence based upon date and time the application is received, the size and type of unit they require, and factors of preference or priority. In filling an actual or expected vacancy, the Authority will offer the dwelling unit to applicants in the appropriate sequence until it is accepted. Each applicant will be provided full disclosure of any and all options available to them with respect to the selection of specific developments in a subarea.

The Authority will establish annual admissions goals for the purpose of deconcentration of poverty and income-mixing in public housing developments. The goals will conform to HUD guidelines for new admissions and will target eligible higher income families to occupy dwelling units in developments predominantly occupied by eligible very low-income families and vice-versa.

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SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

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A. Implementation Of Deconcentration Of Poverty And Income Targeting Plan

Successful implementation of this plan will provide an outcome in which higher income tenants will move into lower income public housing developments and lower income tenants will move into higher income developments. The Authority will regularly analyze it's public housing unit inventory, tenant incomes, and available census tract income data to (1) determine and compare the relative tenant incomes of each development and the incomes of census tracts in which the developments are located, and (2) consider what policies, measures or incentives are necessary to bring higher income families into lower income developments (or, if appropriate to achieve the deconcentration of poverty , into developments in lower-income census tracts) and lower-income families into higher-income developments(or, if appropriate to achieve the deconcentration of poverty, into developments in higher income census tracts).

B. Deconcentration Of Poverty And Income Targeting Guidelines

For the purposes of providing deconcentration of poverty and income targeting Admittance procedures will include the following:

- (1) The authority will publicize and disseminate information to make known the availability of housing units and housing related services for very low income families on a regular basis. When the Authority's waiting list is open, the Authority will publicize the availability and nature of housing assistance for very low-income families in a newspaper of general circulation, minority media, and by other suitable means.

To reach persons who cannot read the newspapers, the Authority will distribute fact sheets to the broadcast media, and initiate personal contacts with members of the news media and community service personnel. The Authority will also utilize public service announcements. The Authority will communicate the status of housing availability to other service providers in the community. The Authority will advise them of housing eligibility factors and guidelines in order that they can make proper referrals for families who seek housing.

- (2) Working Family Preference status will be given to an applicant whose head or co-head of household is employed (greater weight will not be given to an applicant based upon the amount of employment income); or, the head and spouse, or sole member, are age 62 or older, or receiving social security disability or supplemental security income disability benefits, or any other payments based upon an individual's permanent disability; or, graduates of, as well as active participants in, educational and training programs that are designed to prepare individuals for a specific market career.

SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

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- (3) Skipping of applicants on a waiting list specifically to reach another applicant with a lower or higher income will be uniformly applied by the Authority. Such skipping will be consistent with the requirement for deconcentration of identified poverty areas and/or income-mixing.
- (4) The Authority recognizes the value of an ongoing partnership between it's staff and public housing residents for the development and implementation of a resident initiatives agenda to create self-sufficiency opportunities and maintain viable, safe, and drug-free public housing developments. The Authority's Board has, therefore, adopted policies and implemented procedures to support and encourage activities in the areas of anti-drug strategy and security; resident participation; homeownership opportunities; and economic development. These supportive services and amenities enhance the Authority's efforts to achieve the goals of deconcentration and income mixing in it's public housing developments.

6. POSTING THE TSAP

The PHA will post a description of the TSAP in a conspicuous place in each of its application-taking locations. A copy will be maintained on file for public inspection.

7. RECORDS MAINTENANCE

The PHA will maintain records to document the actions taken in implementing the multiple waiting lists. These records must include:

- a. The location and size (number of bedrooms) of each unit offered;
- b. The name, family size, race/ethnicity, and preference/priority weighting of all applicants receiving offers;
- c. The date of acceptance or rejection of the offer;
- d. The reasons for rejection of any offer, and the determination made by the Authority whether the rejection was made for good cause.

SECTION IV - TENANT SELECTION AND ASSIGNMENT PLAN (TSAP)

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8. OUTREACH EFFORTS

The Housing Authority of the County of Santa Barbara will make additional efforts to have a cross-section of all communities. Outreach will be through community organizations and newspapers. Statistical reports will be reviewed on a regular basis to target outreach to specific groups where representation is weakest in the sub-areas and the overall county.

An Outreach Program will be maintained to ensure that public notices and other information about the availability and nature of housing assistance through the Authority reach qualified individuals with handicaps, and organizations serving such individuals. The Outreach will include, but not be limited to:

- ◆ The advertisement of the availability of accessible units in local newspapers;
- ◆ Regular notices to organizations serving handicapped individuals;
- ◆ Public posting of information about the availability of accessible units in all area Housing Management Offices; *and*,
- ◆ Individual counseling will be provided to assist applicants being placed in suitable, accessible units.

ATTACHMENT B (ca021b02)
Component 7
Capital Fund Program Annual Statement
Parts I, II, and III

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number: CA16-PO21-502-01

FFY of Grant Approval: 2001

☒ Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	.00
2	1406 Operations	10,000.00
3	1408 Management Improvements	15,000.00
4	1410 Administration	127,241.00
5	1411 Audit	.00
6	1415 Liquidated Damages	.00
7	1430 Fees and Costs	140,000.00
8	1440 Site Acquisition	.00
9	1450 Site Improvement	37,500.00
10	1460 Dwelling Structures	714,600.00
11	1465.1 Dwelling Equipment-Nonexpendable	45,000.00
12	1470 Nondwelling Structures	49,000.00
13	1475 Nondwelling Equipment	105,000.00
14	1485 Demolition	.00
15	1490 Replacement Reserve	.00
16	1492 Moving to Work Demonstration	.00
17	1495.1 Relocation Costs	.00
18	1498 Mod Used for Development	.00
19	1502 Contingency	29,071.00
20	Amount of Annual Grant (Sum of lines 2-19)	1,272,412.00
21	Amount of line 20 Related to LBP Activities	.00
22	Amount of line 20 Related to Section 504 Compliance	.00
23	Amount of line 20 Related to Security	140,000.00
24	Amount of line 20 Related to Energy Conservation Measures	.00

Annual Statement
Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<u>CA21-004</u> <u>Lompoc Terrace</u>	Replace heating (contract labor).	1460	197,000
	SUBTOTAL		<u>197,000</u>
<u>CA21-006</u> <u>Evans Park</u>	Security services (contract labor).	1430	35,000
	Replace stoves.	1465.1	20,700
	SUBTOTAL		<u>55,700</u>
<u>CA21-007</u> <u>Evans Park</u>	Security services (contract labor).	1430	35,000
	Replace stoves.	1465.1	24,300
	SUBTOTAL		<u>59,300</u>
<u>CA21-014</u> <u>Stanley Horn</u> <u>Homes</u>	Replace sprinkler system (contract labor).	1450	5,000
	Repair parking lots/driveways (contract labor).	1450	10,000
	SUBTOTAL		<u>15,000</u>
<u>CA21-015</u> <u>Aparicio Apts. I</u>	Paint railings, stairs, walkways (contract labor).	1460	800
	Replace sliding doors (contract labor).	1460	2,000
	SUBTOTAL		<u>2,800</u>
<u>CA16-PO21-016</u> <u>Lompoc Gardens I</u>	Security services (contract labor).	1430	35,000
	Exterior painting (contract labor).	1460	60,000
	Roof replacement (contract labor).	1460	128,000
	SUBTOTAL		<u>223,000</u>

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Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<u>CA21-017</u> <u>Lompoc Gardens II</u>	Security services (contract labor).	1430	35,000
	Exterior painting (contract labor).	1460	50,000
	Roof replacement (contract labor).	1460	112,000
	SUBTOTAL		<u>197,000</u>
<u>CA21-020</u> <u>Aparicio Apts. II</u>	Replace windows (contract labor).	1460	10,000
	Remodel laundry rooms (contract labor).	1470	20,000
	SUBTOTAL		<u>30,000</u>
<u>CA21-021</u> <u>Aparicio Apts. III</u>	Replace water heaters (contract labor).	1460	2,800
	Remodel laundry rooms (contract labor).	1470	20,000
	SUBTOTAL		<u>22,800</u>
<u>CA21-022</u> <u>L.C. Grossman</u> <u>Homes</u>	Install timers on sprinklers (contract labor).	1450	2,500
	SUBTOTAL		<u>2,500</u>
<u>CA21-023</u> <u>Aparicio Apts. IV</u>	Replace stairway landing (contract labor).	1460	42,000
	Replace heating units (contract labor).	1460	20,000
	SUBTOTAL		<u>62,000</u>
<u>CA21-024</u> <u>Aparicio Apts. V</u>	Replace wooden balcony/fencing (contract labor).	1460	30,000
	Replace stairs to storage units @ Magnolia (contract labor).	1470	4,000
	SUBTOTAL		<u>34,000</u>

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Annual Statement

Capital Fund Program (CFP) Part II: Supporting Table

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<u>CA21-025</u> <u>Beattie Apartments/ Leland Park Apts.</u>	Replace windows (contract labor).	1460	30,000
	Replace exterior doors (contract labor).	1460	9,000
	Replace windows in laundry room (contract labor).	1470	5,000
	SUBTOTAL		<u>44,000</u>
<u>CA21-027</u> <u>Beattie Apts. II</u>	Replace fences (contract labor).	1450	20,000
	Replace windows (contract labor).	1460	21,000
	SUBTOTAL		<u>41,000</u>
<u>PHA-Wide</u>	Operating budget.	1406	10,000
	SUBTOTAL		<u>10,000</u>
<u>PHA-Wide</u>	Professional development training.	1408	10,000
	Resident training.	1408	5,000
	SUBTOTAL		<u>15,000</u>
<u>PHA-Wide</u>	Administrative salaries and benefits.	1410	127,241
	SUBTOTAL		<u>127,241</u>
<u>PHA-Wide</u>	Purchase maintenance vehicle.	1475	23,000
	Purchase furniture for housing offices.	1475	82,000
	SUBTOTAL		<u>105,000</u>
PHA-Wide	Contingency.	1502	29,071
	SUBTOTAL		<u>29,071</u>

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Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Fund Expended (Quarter Ending Date)
<u>CA16-PO21-004</u> <u>Lompoc Terrace</u>	03/31/2003	09/30/2004
<u>CA16-PO21-006</u> <u>Evans Park</u>	03/31/2003	09/30/2004
<u>CA16-PO21-007</u> <u>Evans Park</u>	03/31/2003	09/30/2004
<u>CA16-PO21-014</u> <u>Stanley Horn Homes</u>	03/31/2003	09/30/2004
<u>CA16-PO21-015</u> <u>Aparicio Apts. I</u>	03/31/2003	09/30/2004
<u>CA16-PO21-016</u> <u>Lompoc Gardens I</u>	03/31/2003	09/30/2004
<u>CA16-PO21-017</u> <u>Lompoc Gardens II</u>	03/31/2003	09/30/2004
<u>CA16-PO21-020</u> <u>Aparicio Apts. II</u>	03/31/2003	09/30/2004
<u>CA16-PO21-021</u> <u>Aparicio Apts. III</u>	03/31/2003	09/30/2004
<u>CA16-PO21-022</u> <u>L.C. Grossman Homes</u>	03/31/2003	09/30/2004

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Annual Statement

Capital Fund Program (CFP) Part III: Implementation Schedule

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Fund Expended (Quarter Ending Date)
<u>CA21-023</u> <u>Aparicio Apts. IV</u>	03/31/2003	09/30/2004
<u>CA21-024</u> <u>Aparicio Apts. V</u>	03/31/2003	09/30/2004
<u>CA21-025</u> <u>Beattie Apartments/</u> <u>Leland Park Apartments</u>	03/31/2003	09/30/2004
<u>CA21-027</u> <u>Beattie Apartments II</u>	03/31/2003	09/30/2004
<u>PHA Wide</u> <u>Management Improvements</u>	03/31/2003	09/30/2004

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Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years.
Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developments
PHA Wide	Management Improvements	N/A	N/A
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
Professional development training. Resident training.			
Professional development training. Resident training.			
Professional development training. Resident training.			
Professional development training. Resident training. Purchase computer software.			
Total estimated cost over next 5 years			

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years.
Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developments
PHA Wide	Physical Improvements	N/A	N/A

Description of Needed Physical Improvements or Management Improvements	Estimate
<p>Purchase maintenance vehicle.</p> <p>Purchase maintenance vehicle.</p> <p>Purchase maintenance vehicle.</p> <p>Purchase maintenance vehicle.</p> <p>Purchase computer equipment.</p> <p>Purchase document conversion system.</p>	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
	Non-Physical/Management Improvement Costs	N/A	N/A
Description of Needed Physical Improvements or Management Improvements			Estimate
Security Services (Development CA16PO21-006) Security Services (Development CA16PO21-007) Security Services (Development CA16PO21-016) Security Services (Development CA16PO21-017) Operating Budget Administration (10%) Security Services (Development CA16PO21-006) Security Services (Development CA16PO21-007) Security Services (Development CA16PO21-016) Security Services (Development CA16PO21-017) Operating Budget Administration (10%) Security Services (Development CA16PO21-006) Security Services (Development CA16PO21-007) Security Services (Development CA16PO21-016) Security Services (Development CA16PO21-017) Operating Budget Administration (10%)			
Total estimated cost over next 5 years			See F

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
	Non-Physical/Management Improvement Costs (Page 2)	N/A	N/A

Description of Needed Physical Improvements or Management Improvements	Estimate
Security Services (Development CA16-PO21-006) Security Services (Development CA16-PO21-007) Security Services (Development CA16-PO21-016) Security Services (Development CA16-PO21-017) Operating Budget Administration (10%)	
Total estimated cost over next 5 years	1

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-002	Guadalupe Ranch Acres	3	18.
Description of Needed Physical Improvements or Management Improvements			Estimate
Replace fences. Upgrade electrical system. Install kitchen clean-outs. Install security lighting on west side of property. Relandscape common areas.			
Total estimated cost over next 5 years			

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-003	Guadalupe Ranch Acres	1	5.

Description of Needed Physical Improvements or Management Improvements			Estimate
Replace fences. Replace flooring. Upgrade electrical system. Install kitchen clean-outs. Relandscape common areas.			
Total estimated cost over next 5 years			

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-004	Lompoc Terrace	2	4.

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Install playground equipment. Install security screen doors. Construct Housing Office/Community Building/Maintenance Shop.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-005	Guadalupe Ranch Acres	1	5.0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Replace fences. Upgrade electrical system. Install kitchen clean-outs. Relandscape common areas.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-006	Evans Park	4	5.0

Description of Needed Physical Improvements or Management Improvements	Estimate
Replace roofs. Relandscape common areas.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-007	Evans Park	0	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Replace windows. Replace roofs. Relandscape common areas.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-013	Miller Plaza	0	0

Description of Needed Physical Improvements or Management Improvements	Estimate
Relandscape common areas. Install security lighting.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-014	Stanley Horn Homes	1	2.2

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Install additional lighting in parking area. Install fluorescent lighting in kitchen. Replace faucets and supplies in kitchens and bathrooms. Replace flooring in kitchens and bathrooms.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-015	Aparicio Apartments I	0	0

Description of Needed Physical Improvements or Management Improvements	Estimate
Replace water heaters. Install fire sprinkler system.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-016	Lompoc Gardens I	3	7..

Description of Needed Physical Improvements or Management Improvements	Estimate
Paint interior of units. Replace front exterior doors. Treat units for termites. Replace flooring. Relandscape backyards. Relandscape common areas.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-017	Lompoc Gardens II	2	5.7

Description of Needed Physical Improvements or Management Improvements	Estimate
Replace flooring. Upgrade plumbing system. Paint interior of units. Replace kitchen cabinets. Replace bathroom-ceiling fans. Treat buildings for termites. Replace exterior doors. Relandscape common areas. Relandscape backyards. Repair sidewalks.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-020	Aparicio Apartments II	0	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Replace flooring. Install fencing. Install fire sprinkler system.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-021	Aparicio Apartments III	0	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Replace flooring. Replace fences (Madrid). Install fire sprinkler system.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-022	L.C. Grossman Homes	0	0

Description of Needed Physical Improvements or Management Improvements	Estimated Cost
Replace sidewalks. Replace kitchen cabinets/counter tops. Construct carports.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Developed
CA16-PO21-023	Aparicio Apartments IV	0	0

Description of Needed Physical Improvements or Management Improvements	Estimate
Replace roofs. Replace sliding glass doors. Replace flooring. Replace fence with block wall. Install fire sprinkler system. Install rain gutters.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-024	Aparicio Apartments V	0	0
Description of Needed Physical Improvements or Management Improvements			Estimate

Paint exterior of buildings (145 Orange). Replace flat roof with pitched roofs (145 Orange). Replace storage rooms (301 Ellwood/120 Magnolia). Replace electric heating (301 Ellwood). Replace electric heating (120 Magnolia). Replace stairwell, backside (120 Magnolia). Replace roofs (301 Ellwood). Replace sliding doors (145 Orange). Construct block wall (145 Orange). Repair eaves on garage, pitch roof (120 Magnolia). Replace sewer lines (120 Magnolia). Install fire sprinkler system. Install security screen doors. Replace stoves (145 Orange).	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-025	Beattie Apartments I/Leland Park Apartments	1	4.

Description of Needed Physical Improvements or Management Improvements	Estimate
Upgrade electrical system. Upgrade plumbing system. Install decking (Orcutt). Install ceiling lights in bedrooms (Orcutt). Replace heating. Relandscape common areas. Replace water lines. Install rain gutters. Install fire sprinkler system (Orcutt).	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-027	Beattie Apartments II	0	0

Description of Needed Physical Improvements or Management Improvements	Estimate
Upgrade electrical system. Upgrade plumbing system. Re-pipe water lines.	
Total estimated cost over next 5 years	

Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

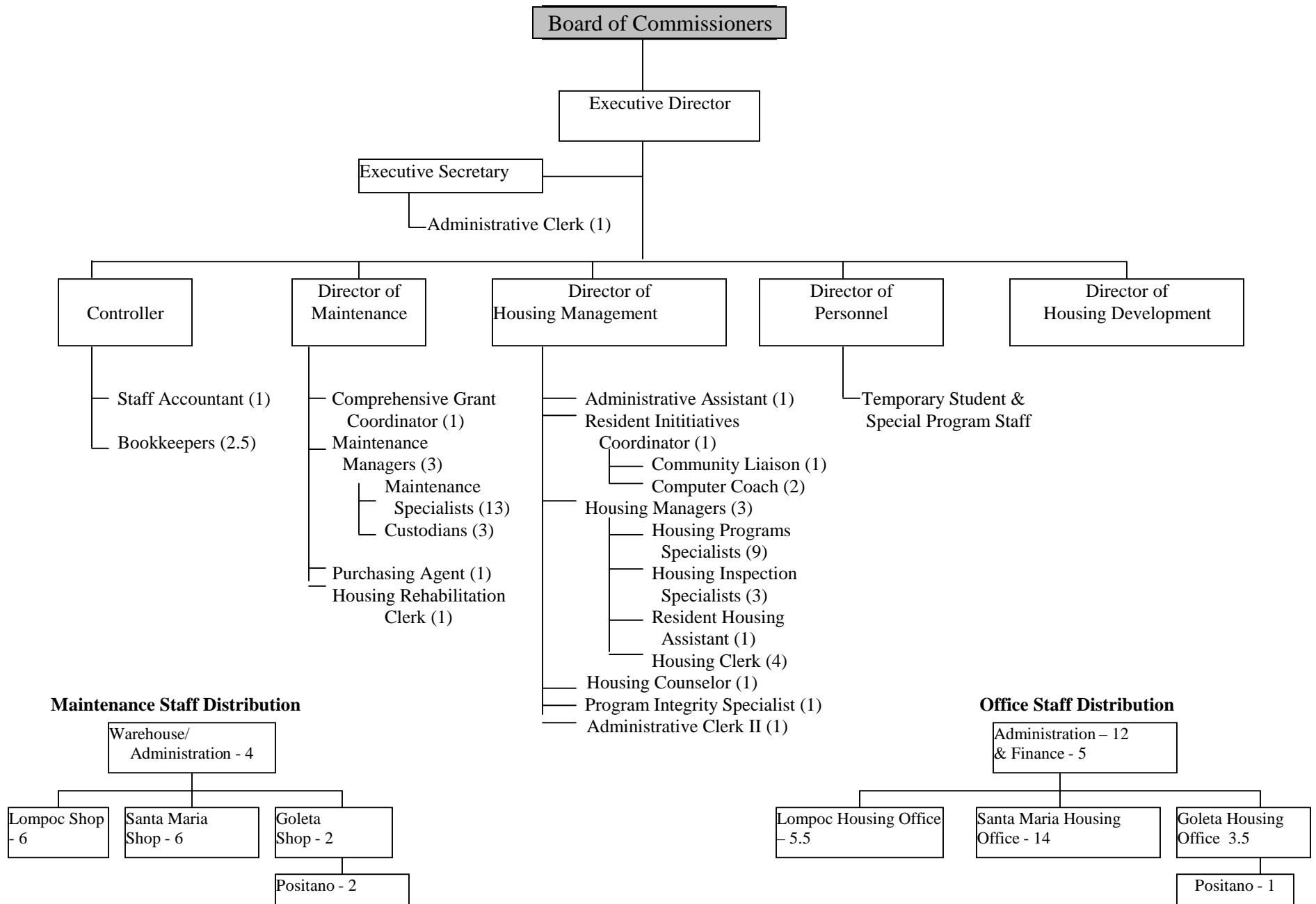
Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal years. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Option 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacant Develop
CA16-PO21-034		0	0

Description of Needed Physical Improvements or Management Improvements	Estimate
<p>Replace heating units.</p> <p>Replace flooring (carpet and tile).</p> <p>Replace water heaters.</p> <p>Replace fences.</p> <p>Replace concrete driveways.</p> <p>Install security screens on exterior doors.</p>	
Total estimated cost over next 5 years	

Housing Authority of the County of Santa Barbara– Attachment C

Organizational Chart



ATTACHMENT D (ca021d02)
Section 8 Program Administrative Plan

SECTION I

RECEIPT OF APPLICATION & ESTABLISHMENT OF WAITING LIST

A. Outreach To Encourage Section 8 Program Participation In Areas Without Low-Income Or Minority Concentration

For the purpose of providing deconcentration of poverty and income mixing, the Housing Authority will establish annual admissions goals for the Section 8 Program. The admissions goals will conform to HUD guidelines for new admissions and will target extremely-low income families, as defined by HUD. Targeting will include skipping of a family on the waiting list specifically to reach another family with a lower or higher income to meet HUD established admissions goals.

The Authority will regularly review it's jurisdiction to identify areas of poverty and minority concentration in order to provide participant families with information and encouragement in seeking housing opportunities outside highly concentrated areas. Participant families will be provided maps that show various areas and information about facilities and services such as schools, transportation, and supportive and social services.

Assistance provided to participant families will include:

- ◆ Provide families with a search record form to gather and record information
- ◆ Direct contact with landlords
- ◆ Counseling with families
- ◆ Meeting with neighborhood groups to promote understanding
- ◆ Formal or informal discussions with landlord groups
- ◆ Formal or informal discussions with social service agencies
- ◆ Meet with rental referral companies or agencies
- ◆ Meet with fair housing groups or agencies
- ◆ Provide families with listing of landlords who have available units
- ◆ Provide families with information concerning portability

SECTION I - Receipt Of Application & Establishment Of Waiting List

Page 2

B. Receipt Of Applications: Applications for all Section 8 Programs will be taken at any Housing Authority Office handling the Section 8 Program. Applications will be accepted from families apparently eligible for any or all programs.

C. Processing Of Applications: The application constitutes the basic record of each family applying for assistance. Each application shall reflect the date and time received, preference status claimed, estimated family income, race, gender, ethnicity, and size of dwelling required. The application, together with all other materials relating to the family's eligibility and preference rating, etc., will be maintained in an active file for eligible applicants. Each family will be required to sign and date the application form attesting to its accuracy.

The PHA will not give a Preference to an applicant if any member of the family is a person who was evicted during the past three (3) years because of drug-related criminal activity from housing assisted under a 1937 Housing Act Program. An applicant may also be denied assistance based upon the drug-related criminal activity or violent criminal activity by family members (refer to the CFRs).

D. Families Determined To Be Ineligible Admittance to the Section 8 Program will not be based upon an applicant's suitability for tenancy. If an applicant family is determined to be ineligible on the basis of income, family composition, or for any other reason, the applicant shall be notified promptly by letter of the determination; the notice shall contain a brief statement of the reasons for the decision. The applicant shall be informed in the letter of his/her right to an informal review to be requested within 10 days from the date of the letter, to make a reply or explanation, as he/she may wish. If, after the informal review, the applicant is still determined to be ineligible, the applicant shall be notified in writing.

The Housing Authority will retain inactive files for a period of three (3) years. These files will contain copies of the application and all related correspondence, and will be maintained separately from the active files.

E. Formally Closed Waiting Lists: If there is insufficient funding to admit all eligible applicants to participation in the PHA's Section 8 Program, the PHA may at any time suspend the acceptance or processing of new applications, or the addition of new listings to the waiting list. Any such suspension shall be publicly announced by the PHA through publication in a newspaper of general circulation as well as through minority media and other suitable means.

SECTION I - Receipt Of Application & Establishment Of Waiting List
Page 3

Notwithstanding the fact that the PHA may not be accepting additional applications for participation because of the length of the waiting list, the PHA may not refuse to place an applicant on the waiting list if the applicant is otherwise eligible for participation and claims that he or she qualifies for a Local Preference, unless the PHA determines, on the basis of the number of applicants who are already on the waiting list and who claim a Local Preference, and the anticipated number of Certificates/Vouchers to be issued, that:

1. There is an adequate pool of applicants on the waiting list who are likely to qualify for a Local Preference; and,
2. It is unlikely that, on the basis of the PHA's system for applying the Local Preferences that the applicant claims, and the Preferences claimed by applicants on the waiting list, the applicant would qualify for assistance before other applicants on the waiting list.

F. Placement Of Applicants On The Waiting List

1. A centralized waiting list for all Section 8 Programs will be maintained by the PHA. The waiting list will contain the applicant name, applicant I.D. code, the date and time of application, Local Preferences for which they are eligible, racial/ethnic designation of the head of household, and the appropriate size unit. Waiting list positions will be determined by date and time of application and Preferences qualified for.

The family at the top of the waiting list will be assisted before all others on the waiting list; this family will be admitted when sufficient funds are available. The PHA will not skip the top family to admit an applicant who qualifies for a smaller unit size. Skipping of a family on the waiting list will only be allowed to specifically reach another family with a lower or higher income for purposes of Deconcentration and Income Mixing.

The waiting list format will contain sufficient information for proper selection by the PHA of families who are next eligible for an allocation, according to its Equal Opportunity Housing Plan (refer to Section VII, Selection of Families for Issuance of Certificates or Vouchers). It should be noted, that if a family's eligibility has been determined immediately, all income has been verified, and the appropriate size allocation is available for which no other family has been waiting, the PHA may immediately schedule a briefing.

All other families will have at least a temporary wait while income and other factors are being verified, as well as waiting for their name to be reached if other applicants are ahead of them on the waiting list. If verification

occurred more than 60 days prior to selection, the information should be reverified prior to briefing and issuing of a Certificate or Voucher.

SECTION I - Receipt Of Application & Establishment Of Waiting List

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2. The waiting list for all programs will be purged on a regular basis in order to maintain an accurate record of the number of families actually wanting assistance. An application will be *cancelled* when:
 - a. An applicant so requests in writing;
 - b. The Housing Authority is unable to contact the applicant at the address shown on their application;
 - c. The applicant fails to respond to Housing Authority requests for information;
 - d. The applicant fails to provide requested verification; or,
 - e. The applicant fails to attend a briefing to obtain a certificate or voucher. If the applicant notifies the Authority of extenuating circumstances which prevented attendance, the applicant may be reinstated on the waiting list. Families may be reinstated on the waiting list in the same numerical sequence they previously occupied if such a decision is reached during an Informal Review (refer to Hearing Procedures for Applicants).

Attachment E (CA021e02)

Public Housing Drug Elimination Program Plan

Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Annual PHDEP Plan Table of Contents:

1. General Information/History
2. PHDEP Plan Goals/Budget
3. Milestones
4. Certifications

Section 1: General Information/History

A. Amount of PHDEP Grant \$120,000.00

B. Eligibility type (Indicate with an "x") N1 x N2 _____ R _____

C. FFY in which funding is requested-2001

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

The Housing Authority of the County of Santa Barbara's "Stop Drug Activity" program will coordinate with the law enforcement agencies, community-based organizations and educational institutions to provide preventive education and Intervention to the Public Housing residents throughout the county of Santa Barbara. The Housing Authority proposes to continue its current programs which are geared to providing a safe environment, educational opportunities, recreational and cultural after-school activities and foster a desire to achieve self- sufficiency through goal setting.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)
Lompoc Gardens I (CA-P021-016)	40	160
Lompoc Gardens II (CA-P021-017)	35	108
L.C. Grossman (CA P021 022)	14	45
Miller Plaza (CA P021-013)	24	24
Stanley Horn (CA P021-014)	44	35
Guadalupe Ranch Acres (CA P021-02,03,04)	56	135
Evans Park (CA P021-06,07)	150	250

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

6 Months _____ **12 Months** _____ **18 Months** x **24 Months** _____ **Other** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Anticipated Completion Date
FY 1995					
FY 1996					
FY 1997 X	\$250,000.00	CA16DEP0210197	\$22,860.44	GE	1/28/01
FY1998 X	\$142,813.64	CA16DEP0210198	\$8,677.14	GE	1/28/01
FY 1999 X	\$117,888.00	CA16DEP0210199	\$110,627.00		7/31/01

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

Our Drug Elimination Program has identified an overall need for educational enrichment programs which target basic skills development to promote academic success and increase self-esteem and self-worth. Resident comments, resident surveys, and local school data stress the need to help youth obtain basic reading skills as a precursor to improved school performance. To support our Drug Elimination Action Plan we have identified and collaborated with local community agencies such as the Department of Recreation & Parks, The Boys & Girls Club, The Department of Social Services, and the Santa Maria Boxing Club to bring on-site recreational, cultural, and educational activities which will provide and avenue for resident families to move forward in their goals of self sufficiency. We will monitor these programs by collection and evaluation of data through monthly attendance reports identifying program barriers and program successes, parent questionnaires to measure changes in youth behavior, language dependability, semi-annual meetings with local teachers to discuss work performance, school attendance and behavior, and by evaluating management reports to analyze reduction in property crime, vandalism, graffiti and gang presence and activity.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FY _2001____ PHDEP Budget Summary	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	\$10,000.00
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	\$110,000.00
TOTAL PHDEP FUNDING	\$120,000.00

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 - Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9120 - Security Personnel					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9130 - Employment of Investigators					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9140 - Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding:		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$ \$10,000.00		
Goal(s)	To aid and encourage families to move toward self sufficiency by providing onsite educational, cultural, and recreational activities						
Objectives	Promote family goal setting and communication skills enabling upward educational financial mobility.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDep Funding	Other Funding (Amount /Source)	Performance Indicators
1. Community Resource Centers – Santa Maria, Lompoc, and Guadalupe	250 per month	Santa Maria Guadalupe Lompoc	On-going	On-going	\$10,000.		Monitor participation in various programs. Identify program barriers and successes. Monitor family involvement in community activities
2.							
3.							

9170 - Drug Intervention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9180 - Drug Treatment					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

9190 - Other Program Costs					Total PHDEP Funds: \$ 110,000.00		
Goal(s)	Staff Drug Elimination Programs enabling the continuation of educational, cultural, and recreational activities for resident families						
Objectives	Continue to provide Resident services to all families living in Public Housing allowing them the ability to move forward toward self sufficiency through educational, cultural, and recreational acitivities.						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1. Resident Initiatives Coordinator			On-going	On-going	\$52,000.		Monthly Status Reports and ongoing supervision of staff
2. Community Liaison			On-going	On-going	\$29,000.		Monthly status report. English to Spanish translation for all resident issues
3. Computer Resource Instructor			On-going	On-going	\$29,000.		Weekly Status report/ program promotion to adult community. Monitor program attendance.

Section 3: Expenditure/Obligation Milestones

Indicate by Budget Line Item and the Proposed Activity (based on the information contained in Section 2 PHDEP Plan Budget and Goals), the % of funds that will be expended (at least 25% of the total grant award) and obligated (at least 50% of the total grant award) within 12 months of grant execution.

Budget Line Item #	25% Expenditure of Total Grant Funds By Activity #	Total PHDEP Funding Expended (sum of the activities)	50% Obligation of Total Grant Funds by Activity #	Total PHDEP Funding Obligated (sum of the activities)
<i>e.g Budget Line Item # 9120</i>				
9110				
9120				
9130				
9140				
9150				
9160	\$10,000.00			\$10,000.00
9170				
9180				
9190	\$110,000.00			\$110,000.00
TOTAL		\$		\$120,000.00

Section 4: Certifications

A comprehensive certification of compliance with respect to the PHDEP Plan submission is included in the “PHA Certifications of Compliance with the PHA Plan and Related Regulations.”

ATTACHMENT F (ca021f02)
Housing Authority of the County of Santa Barbara
FY 2001 Annual Plan Update
5-Year Plan
PHA Fiscal Years 2000-2004
Progress Statements

The progress statements added to the goals and objectives in the 5Year Plan constitutes a progress report.

PHA Goal: Expand the supply of assisted housing.
Objective: Increase housing choices for families and individuals.

Progress Statement: The PHA acquired 68 units on October 2, 2000 for rental to low income households in south Santa Barbara County, the highest housing cost area in the county. The PHA received an incremental allocation of 247 tenantbased Section 8 vouchers from HUD in FY 2000.

PHA Goal: Improve the quality of assisted housing.
Objective: Maintain safe, decent, sanitary units and improve quality of life for residents living in public housing developments.

Progress Statement: The PHA is successfully implementing a Capital Improvement Plan which includes agency-wide and project-specific management and physical improvements. The PHA is successfully implementing a Drug Elimination Program. The PHA is a FY 2000 high performing PHA.

PHA Goal: Increase assisted housing choices.
Objective: Balance service delivery in all housing market areas

Progress Statement: The PHA acquired 68 units on October 2, 2000 for rental to low income households in south Santa Barbara County, the highest housing cost area in the county. The PHA received HUD approval for exception rents in the Section 8 tenant based program for use in south Santa Barbara County. The PHA received an incremental allocation of 247 tenant-based Section 8 vouchers from HUD.

PHA Goal: Provide an improved living environment.
Objective: Maintain safe, decent, sanitary units and improve quality of life for residents living in public housing developments.

Progress Statement: The PHA is successfully implementing a Capital Improvement Plan which includes agency-wide and project-specific management and physical improvements. The PHA is successfully implementing a Drug Elimination Program. The PHA is a FY 2000 high performing PHA.

PHA Goal: Promote self-sufficiency and asset development of families and individuals.
Objective: Create additional economic independence opportunities for families and individuals.

Progress Statement: The PHA is in the process of preparing a Memorandum of Agreement with the local TANF agency. Several public housing and Section 8 participants became self-sufficient and either vacated public housing or terminated their rental assistance.

PHA Goal: Ensure equal opportunity and affirmatively further fair housing.
Objective: Promote equal housing opportunities.

Progress Statement: The PHA annually provides education and outreach sessions to property owners and managing agents. The PHA provides continuing education to staff to ensure compliance with affirmative fair housing policies.

Other PHA Goal and Objective: Deter and eliminate program fraud.

Progress Statement: The percentage of Public Housing households reported for fraud and substantiated is less than 1% of total Public Housing households. The percentage of Section 8 households reported for fraud and substantiated is less than 1% of total Section 8 households. The percentage of Section 8 owners reported for fraud and substantiated is less than 1% of total Section 8 owners. The PHA recaptures HAP overpayments due to program fraud. The PHA provides on-going staff training and conducts regular performance reviews of staff.

ATTACHMENT G (ca021g02)
Housing Authority of the County of Santa Barbara

RESIDENT MEMBER ON THE PHA GOVERNING BOARD

1. X Yes 🕒 No Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

- A. Name of resident member(s) on the governing board:

Mary Lou Miller, George Carr and James Pearson

- B. How was the resident board member selected?

Appointed.

- C. The term of appointment is:

Miller– four years until 08/04 Carr – two years until 05/01

Pearson – two years until 10/02

2. N/A

ATTACHMENT H (ca021h02)
Housing Authority of the County of Santa Barbara

MEMBERSHIP OF THE RESIDENT ADVISORY BOARD OR BOARDS

List members of the Resident Advisory Board or Boards:

Kanytha Avery
Cruz Castellanos
Sandra Escobedo-Foster
Thomas Miller
Steven Smith

ATTACHMENT I (ca021i02)

Discretionary Minimum Rent Hardship Exemption Policy

The Quality Housing and Work Responsibility Act of 1998 provides that a Family can request an exemption to the Minimum Rent due to the following circumstances:

1. The family has lost eligibility for or is awaiting an eligibility determination for a Federal, State, or local assistance program;
2. The family would be evicted as a result of the imposition of the minimum rent requirement;
3. The income of the family has decreased because of changed circumstances, including loss of employment; and
4. A death in the family has occurred.

If a family requests a hardship exemption, the minimum rent requirement is immediately suspended. The minimum rent is suspended until a determination is made whether:

1. There is a hardship covered by the Act; and
2. The hardship is temporary or long-term.

If the PHA determines that there is no hardship covered by the Act, minimum rent is imposed (including back-payment for minimum rent from the time of suspension).

If the PHA determines that the hardship is temporary, the minimum rent is also imposed (including back-payment for minimum rent from the time of suspension), but the family cannot be evicted for non-payment during the 90-day period commencing on the date the family's request for exemption of minimum rent in excess of the tenant rent otherwise payable. A reasonable re-payment agreement must be offered for any such rent not paid during that period. If the family thereafter demonstrates that the financial hardship is of long-term duration, the PHA shall retroactively exempt the family from the minimum rent requirement. Families are eligible to apply through the grievance process for determination made of exemption status.

ATTACHMENT J (ca021j02)

HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA

SUBSTANTIAL DEVIATION DEFINITION

Substantial deviation or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Housing Needs of Families on the Waiting List ATTACHMENT K – ca021k02			
Waiting list type: (select one) <input type="checkbox"/> Section 8 tenant-based assistance <input checked="" type="checkbox"/> Public Housing <input type="checkbox"/> Combined Section 8 and Public Housing <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	2599		279
Extremely low income <=30% AMI	1918	74%	
Very low income (>30% but <=50% AMI)	579	22%	
Low income (>50% but <80% AMI)	102	4%	
Families with children	1277	49%	
Elderly families	274	11%	
Families with Disabilities	458	18%	
White/Non-Hispanic	1061	41%	
White/Hispanic	1115	43%	
Black	242	9%	
Native American	101	4%	
Asian	80	3%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	823	32%	14
2 BR	931	36%	23
3 BR	707	27%	20
4 BR	138	5%	6
5 BR	0	0	0
5+ BR	0	0	0

Housing Needs of Families on the Waiting List
ATTACHMENT K – ca021k02

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? 7

Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

ATTACHMENT L (Ca021102)

Public Comments and PHA Responses

December 21, 2000 Public Hearing:

The only public comment during the hearing was made by Thomas Miller, a member of the Housing Authority ("Authority") Resident Advisory Board ("RAB"). Mr. Miller commented that Housing Authority Executive Director Karen Weitzel had reviewed the plan with the RAB and the RAB had made some comments. ***PHA response : Changes were made to section 18A.2 of the plan.***

45-day public comment period:

The public comment period ended January 11, 2001. The only comments received were from the cities of Lompoc and Santa Maria and the County of Santa Barbara, as follows:

- City of Santa Maria commented that they understood our funding priorities in the Capital Fund program, that they are "excited that our agencies are able to continue to work together in these endeavors" and they "look forward to our continuing partnership in an effort to improve housing conditions for the residents of our community." ***No response from PHA necessary.***
- County of Santa Barbara commented on the plans consistency with the jurisdictions Consolidated Plan. ***No response from PHA necessary.***
- City of Lompoc comment no. 1, related to Financial Resources: "Given the relatively low job growth in Lompoc and the relatively higher job growth rates in both Goleta and Santa Maria, we believe the Authority should spend more of its capital resources on developing affordable housing in Goleta and Santa Maria". ***PHA response - This comment is consistent with the PHA Five-Year Plan - Goal #1 is to "Increase housing choices for families and individuals"; Goal #4 is to "Balance service delivery in all housing market areas." No plan change is necessary.***
- City of Lompoc comment no. 2, related to Admissions Preferences: "...tenants should be offered housing in locations where they are likely to find employment. With this in mind, we would suggest that the Authority try to place tenants in Goleta and Santa Maria prior to placing them in Lompoc." ***PHA response - Federal law prohibits a local preference based on where a tenant/participant will live. No plan change is necessary.***
- Authority staff met with public housing resident groups on January 9 and 10. Comments and the PHA responses are in the following table:

HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA

CAPITAL FUND IMPROVEMENT PROGRAM RESIDENT MEETINGS
HELD ON 9-10 JANUARY 2001

RESIDENT COMMENTS – Page 1 of 2

RESIDENT QUESTIONS/COMMENTS	HOUSING AUTHORITY RESPONSE
Resident Marisela Nunez who lives at Development CA16-PO21-025 in Orcutt said that the lack of laundry facilities at the development poses a hardship to many of the residents since they do not have vehicles to transport their laundry to the laundry facility that is a long distance from the development.	“There is limited space available to construct a laundry facility at the Orcutt development, however, we will evaluate available options to provide laundry facilities to residents and will let you know if the installation of laundry facilities is possible”.
An Evans Park resident asked when the stove will be replaced in Evans Park.	"Stove replacement is included in Year 1 of our Capital Fund Improvement Program (FFY 2001) submission.
A resident from Evans Park requested that carpet be installed in Evans Park.	“The installation of carpet in family developments is very expensive to maintain. Residents can purchase carpet to lay down on their floors as long as it is not adhered to the floor tiles with carpet tacking strips or tape since either method will damage the existing tile floor”.
Some of the residents at Evans Park heard that the Housing Authority will be selling homes.	Patti Diefenderfer, Resident Initiatives Coordinator, explained the history of public housing home ownership to date.
Tom Miller who lives at Development CA16-PO21-022 asked if residents who have already purchased screen doors would be reimbursed in the event security screen doors are installed in their developments.	Jack Damon, Director of Maintenance, said that he would research the security screen door issue and get back to Mr. Miller.
Mary Smith who lives at Guadalupe Ranch Acres said that lighting was no longer needed on the west side of the property since the block wall has been installed.	Dave Steller, Maintenance Manager, said that the work item was suggested by a resident prior to installation of the block wall separating the development from the school and that it will be re-evaluated.

HOUSING AUTHORITY OF THE COUNTY OF SANTA BARBARA

CAPITAL FUND IMPROVEMENT PROGRAM RESIDENT MEETINGS
HELD ON 9-10 JANUARY 2001

RESIDENT COMMENTS – Page 2 of 2

Mary Smith, Guadalupe Ranch Acres Resident Council, stated that she had a list of work items that the residents would like incorporated into the submission including enlargement of the existing Community Building.	“The work items may be included in next year’s plan if the suggestions are determined to be more important than existing work items included in the existing Physical Needs Assessment. A lot of work has been completed at Guadalupe Ranch Acres and the units are in relatively good shape compared to units located in other developments where roof replacement, heating replacement, and exterior painting is necessary”.
Mary Smith also requested that a sign be installed identifying Guadalupe Ranch Acres.	“There may be funds available in the Operating Budget to fund a sign in the near future”.